

LGR 30. MANDATORY ELECTRONIC FILING

(b) Electronic Filing.

(5) Electronic Filing Is Mandatory. Effective July 1, 2009, unless this rule provides otherwise, attorneys shall electronically file (e-file) all documents with the Clerk using the Clerk's eFiling Application or an electronic service provider that uses the Clerk's eFiling Application. Non-attorneys are not required to e-file documents.

(A) Documents That Shall Not Be E-Filed. Exceptions to mandatory e-filing include the following documents:

- (i) Original wills and codicils, including new probate cases that include original wills or codicils;
- (ii) Certified records of proceedings for purposes of appeal;
- (iii) Documents presented for filing during a court hearing or trial;
- (iv) Documents for filing in an Aggravated Murder case;
- (v) Administrative Law Review (ALR) Petitions;
- (vi) Interpleader or Surplus Funds Petitions;
- (vii) Documents submitted for *in camera* review, including documents submitted pursuant to LGR 15;
- (viii) Affidavits for Writs of Garnishment and Writs of Execution;
- (ix) New cases or fee based documents filed with an Order in Forma Pauperis.

The above-excepted documents must be filed in paper form.

Comment: Negotiable instruments, exhibits, and trial notebooks are examples of items that are not to be filed in the court file either in paper form or by e-filing.

(B) Documents That May Be E-Filed. The following documents may be e-filed:

- (i) Voluminous Documents—Voluminous documents of 500 pages or more may be e-filed or filed in paper form.
- (ii) Answers to Writs of Garnishment
- (iii) Appeals of lower court decisions
- (iv) Documents from governments or other courts under official seal including adoption documents. If filed electronically, the filing party must retain the original document during the pendency of any appeal and until at least sixty (60) days after completion of the instant case, and shall present the original document to the court if requested to do so. This does not include documents that are or will be submitted as an exhibit in a hearing or trial.

(C) Working Copies for E-Filed Documents. Judges' working copies for e-filed documents may be electronically submitted to the Clerk using the Clerk's eFiling Application and pursuant to LCR 7 unless this rule provides otherwise. The Clerk may assess a fee for the electronic delivery of working copies. Working copies of documents of 500 pages or more in length shall not be submitted electronically. Working copies shall be delivered pursuant to LCR 7, LFLR 6 or the applicable rule for that case type.

(D) Waiver of the Requirement to E-File. If an attorney is unable to e-file documents, the attorney may request a waiver. The attorney must explain why he or she needs to file paper documents in that particular case. The Clerk will make waiver

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request forms available. The Clerk will consider each application and provide a written approval or denial to the attorney. Attorneys who receive a waiver shall file a copy of the waiver in each case in which they file documents. Attorneys who have received a waiver shall place the words "Exempt from e-filing per waiver filed on (date)" in the caption of all paper documents they file for the duration of the waiver.

(E) Non-Compliance With This Rule. If an attorney files a document in paper form and does not have an approved waiver from e-filing, the Clerk will assess a fee against the attorney pursuant to King County Code 4.71.100 for each paper document filed.

(d) Authentication of Electronic Documents.

(2) Signatures

(D) Law enforcement officer signatures on documents signed under penalty of perjury.

(ii) The King County Electronic Log of Detective Investigations is designated as a local and secure system for law enforcement to submit electronically signed documents to the King County Prosecuting Attorney for filing in Superior Court.

[Adopted effective June 1, 2009; amended September 1, 2010; September 1, 2011; September 1, 2012; January 1, 2014.]